Council Action Form

MEETING DATE	**Wednesday, October 11, 2017**
TITLE	**UNFINISHED BUSINESS ITEM B: Consider an Ordinance Establishing A Commercial Building Fee and Fine Schedule (Ordinance 2017-37, First Read)**
SUBMITTED BY	**Name and Title: Building Department Director, Dave Taylor**
	Department: Town Administration

MEETING TYPE	Work Session Executive	**Regular**	Special	Retreat
AGENDA CLASSIFICATION	Consent	Presentation	**Unfinished Business**	New Business
	Ordinance	Resolution	Employment Contract	Proposal

ORDINANCE/RESOLUTION	1st Reading	**2nd Reading**	PUBLIC HEARING	3rd Reading
(New ordinances or resolutions assigned a new	**Ordinance #: 2017-37**		Resolution #:	

CONTRACTS(Contracts must be previously signed by vendor for submission)	Contract Required: Yes **No**	Signed Contract Attached: Yes **No**

APPROVALS/REVIEWS	**Department Head**	**Budget/Finance**
	Assistant Town Manager	**Legal Counsel - Steve Unger**
	Town Manager	Other:

BACKGROUND(Includes Description and justification)	One of the goals presented to the Town Council at the February 1, 2017 Strategic Goals Workshop was the review and adjustment of Planning, Zoning and Building Department fees. This ordinance addresses the Building Department's portion of that goal. Building Department Director Dave Taylor conducted market research and is presenting his recommendation for Building Department Fees and Fines via Ordinance 2017-37.

BUDGET AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted $:	
	Expenditure $:	
	Source of Funds $:	
	Additional Appropriation #:	
	Narrative:	This will increase fees which will help to ensure an efficiently operated Building Department
lution and Ordinance Only)	Hold 1st Reading	
	Not Hold 1st Reading	
	<mark>**Approve on Second Reading**</mark>	
	Deny Approval	
PROJECT TIMELINE		
STAFF RECOMMENDATION (Town Council reserves the right to accept or deny recommendations)	Staff recommends approval	
SUPPLEMENTAL INFORMATION (List of all attachments)	Ordinance	